PAY EQUITY:

If you are an employer, it's your responsibility.

Who is covered by Ontario's pay equity law?

All employers in the public sector, including hospitals, universities, school boards and municipalities, and private sector firms with 100 employees or more in Ontario must develop, post and implement pay equity plans within a certain time.

Private sector firms with 10 to 99 employees are not required to develop and post pay equity plans. However, they must achieve pay equity, and they are subject to complaints from employees if they do not.

How soon must employers achieve pay equity?

Employers can begin to make pay equity adjustments on or before the mandatory dates in the timetable below. These adjustments can be phased in over time. Organizations that post plans must devote at least one per cent of their previous year's total payroll to make pay adjustments. Employers that do not post plans must achieve pay equity by specific dates.

Employer	Posting	Wage Adjustments Begin
Public Sector	Jan. 1, 1990	Jan. 1, 1990
Private Sector with 500 + employees	Jan. 1, 1990	Jan. 1, 1991
with 100-499 employees	Jan. 1, 1991	Jan. 1, 1992
with 50-99 employees*	Jan. 1, 1992	Jan. 1, 1993
with 10-49 employees*	Jan. 1, 1993	Jan. 1, 1994

**posting is optional*

Where can I go for information or help?

The Pay Equity Commission has been set up to answer your questions. It is here to help employers, employees and bargaining agents in both the public and private sectors to achieve pay equity, and to resolve disputes concerning pay equity.

Employers are encouraged to call the information Hotline or take advantage of the many seminars and training programs available through the Pay Equity Commission.

INFORMATION HOTLINES:

ONTARIO-WIDE (TOLL-FREE)

1-800-387-8813
1-800-387-8887

TORONTO AREA

481-3314
481-3315

For more information or advice, please contact:

THE PAY EQUITY COMMISSION

150 Eglinton Avenue East,
5th Floor
Toronto, Ontario
M4P 1E8

Cette brochure est également disponible en français. Veuillez en faire la demande à la Commission de l'équité salariale, à l'adresse ci-haut.

PAY EQUITY: A matter of fairness

VF(PEC)
Brochures, pamphlets, etc.

PAY EQUITY:

If you are an employee, it's your right.

What is pay equity?

Many women are not paid fairly for their work. In Ontario, female workers receive, on average, 36% less in wages than male workers. A major reason for this difference is that employers have not valued the jobs that women usually do as much as they value the jobs that men usually do.

Ontario's *Pay Equity Act* makes sure that we pay fairly for women's jobs. Pay equity means that the value of the jobs usually done by women must be measured and compared to the value of jobs usually done by men. If the value of the jobs are about the same, the two jobs must be paid the same rate.

Who is covered by the *Pay Equity Act?*

You are covered by this law if you are a full-time, part-time or seasonal employee in the public sector or in a private sector company with 10 or more employees.

You are not covered by this law if you are an employee of the federal government or if you work in an industry regulated by the federal government, such as post offices, banks, radio and television stations, etc.

Is pay equity the same as equal pay for equal work?

No. Equal pay for equal work means that if a man and a woman are doing much the same work, they must receive the same pay. For example, a woman who works as a cleaner in a building must receive the same pay as a man who also cleans in that workplace. Their job duties do not have to be exactly the same.

Pay equity compares the *value* of jobs usually done by women with different jobs usually done by men. For example, if the job of cleaner is usually done by women, it can be compared to a job in the shipping department usually done by men. If the value of these jobs is about the same, the job rate for the cleaner and the shipper must be the same.

Look for your pay equity plan.

If you work for an employer with 100 or more employees in Ontario, your employer must prepare a pay equity plan and post it in an area where all workers who may be affected by the plan can see it.

This plan gives you information on the jobs that were compared and the way that they were compared. It also shows if there will be any pay equity raises, how much they will be and when they will be paid.

If you work for a private sector employer with at least 10 but fewer than 100 employees, your employer is not required to write down and post a plan. However, your employer must still reach pay equity, and must be able to show that pay equity exists in that workplace.

Your employer must post the plan by certain dates, shown on the chart below. If a private sector employer chooses not to post their pay equity plan, they must reach pay equity by January 1, 1993 for employers of 50-99 employees and January 1, 1994 for employers of 10-49 employees.

Public sector	Jan. 1, 1990
Private sector	
with 500 + employees	Jan. 1, 1990
with 100-499 employees	Jan. 1, 1991
with 50-99 employees*	Jan. 1, 1992
with 10-49 employees*	Jan. 1, 1993

**posting is optional*

Private sector employers with fewer than 10 employees are not covered by the *Act*.

If you are represented by a union

Your employer and your union must negotiate the pay equity plan which covers you and the other unionized employees. Once they have agreed to a plan, it is considered approved. However, your employer must still post it so that all unionized employees can see it.

You have the right to object.

Your employer must post the pay equity plan on January 1 of the scheduled year. During the 90 days following posting, you and other workers have the right to talk about your concerns with your employer, and with your union if you have one.

You can also call the pay equity Hotline during that 90 day period to get advice and information to help you understand the plan.

Your employer must put up a notice during the 7 days after the 90 day period that explains any changes he or she is willing to make to the plan. If the plan is changed, it will be posted again.

If you are still not satisfied with the plan, you have another 30 days after this reposting to file an objection with the Pay Equity Commission. A review officer will investigate any complaints about a pay equity plan. You can also complain to the Commission if your employer has not posted the plan on time.

Your complaint is confidential

If you complain to the Pay Equity Commission, your employer will not be told your name or that you made the complaint, unless you give the Commission your permission to do so.

You have the right to more information

Pay equity plans can be difficult to read or understand. To help you, the Pay Equity Commission runs a telephone hotline to provide advice and information. You can get help from this free service by calling toll-free from anywhere in Ontario.

The Pay Equity Commission also provides many booklets on pay equity that can be sent to you without cost.